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ABSTRACT

The Burwood Education Centre (Victoria, Australia) has many unique features. The center supports and initiates inservice education programs for teachers, parents, and others interested in education. It also initiates and manages a range of self-funded community education programs and provides a wide range of campus facilities for schools and community organizations. In this paper, which describes the center's features, the following topics are covered: (1) objectives of the center; (2) location, facilities, equipment, and staffing; (3) developments in staffing and financing; (4) sources of support; (5) membership and responsibilities of the management committee; (6) inservice education in the center; (7) groups using the center and its facilities; and (8) community education programs in the center. (JD)

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BURWOOD EDUCATION CENTRE : A MULTI-CAMPUS SERVICE

DAVID BURNS

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ABSTRACT

There are three major thrusts in the work of the Burwood Education Centre:

The support and initiation of in-service education programs for teachers, parents and others interested in education;

The initiation and management of a range of self -funded community education programs;

The provision of a wide range of campus facilities for schools and community organisations.

The paper will discuss the features of the centre which may be unique and those which are common to other centres.

Several bodies provide varied forms of support for the centre. Victoria College, the Victorian Education Department, the Regional In-Service Education Committee and the Commonwealth Employment Service contribute in different ways to the provision and maintenance of buildings and equipment, and the supply of staff for the Centre.

The Centre is situated on the Burwood Campus of Victoria College in a building owned by the College. The building and equipment are maintained and serviced by the College.

A Management Committee consisting of teachers, members of the community, and college staff has the responsibility of deciding policy and running the Centre.

The Victorian Education Department provides a full-time teacher who is designated the In-Service Education Officer. One of his responsibilities is to assist teachers and members of the public to develop and present In -Service Education Programs.

Several approaches have been made over the years by the College to the funding and staffing of the Community Education Programs offered by the Centre. These range from a direct grant to enable us to employ our own Community Education Officer, to hiring expertise from another campus of the College. The activities and organisation of the Burwood Education Centre have broadened in 1982 to provide support for In-Service Education Programs on the Rusden and Armadale Campuses. In 1983, the BRCEC Management Committee will have a major role in developing In-Service Education on the Victoria College campuses of Burwood, Rusden, Toorak and Armadale.

The Burwood Education Centre has been responsible for the provision of community and In-Service Education Programs for Burwood State College since 1975. It is now broadening its scope to share responsibility for organising these programs on behalf of the Burwood, Rusden, Toorak and Armadale campuses of Victoria College from 1982.

OBJECTIVES OF THE BURWOOD EDUCATION CENTRE

At the 1981 Conference of the South Pacific Association of Teacher Educators, the advocates of autonomous, teacher or education centres suggested that their four chief functions were to:

- provide venues for teacher and community education activities;
- make teaching materials available to teachers,
- lend equipment;
- provide in-service education programs.

The four major objectives of the Burwood Education Centre are:

- To support and initiate in-service programs for teachers, parents and others interested in education;

- To initiate and manage a range of self-funded, non-award community education programs;

- To organise single subject enrolments in existing college courses for members of the public who may not hold qualifications for entry;

- To provide access to a wide range of college facilities and venues to schools and other community organisations.

Other facilities can and are made available by arrangement throughout the Burwood Campus, including:

- Four lecture theatres with seating from 450 to 1000;
- A ballet studio;
- The College library and curriculum materials library;
- A cafeteria;
- Electric barbeques;
- Swimming pool;

and many others.

The Centre facilities are ideal for a small group or a small conference. Many groups hire the whole centre for a conference or workshop.
Most of the rooms have been designed for a special purpose, including:

One lounge/display room with comfortable chairs;

One large classroom

A small lecture theatre with seating for 70, on a raked floor;

Two large, and two small discussion rooms;

A kitchen equipped with stove, refrigerator and dishwasher

A duplicating room with a plain paper copier, ink duplicator and spirit duplicator;

A Sony colour video-recorder and monitor.

DEVELOPMENTS IN STAFFING AND FINANCING THE BURWOOD EDUCATION CENTRE

The present staff of the Centre includes:

Chairman of the Management Committee	David Burns Senior Lecturer Department of Applied Education Burwood Campus
In-service Education Officer	Owen Hallett Teacher Seconded from the Victorian Education Department
Community Education Officer	George Warren Science Lecturer, Department of Science, Burwood Campus

SOURCES OF SUPPORT FOR THE CENTRE

The Centre is financed and staffed from five sources:

Victoria College

Education Department of Victoria

Maroondah Regional In-Service Education Committee

Commonwealth Employment Service/Special Youth Employment Training Program

Funds raised by the Centre.

VICTORIA COLLEGE CONTRIBUTIONS TO THE FINANCING AND STAFFING OF THE CENTRE

Victoria College has contributed to the financing and staffing of the Centre in various ways. In 1981 it provided $10,000 towards the salary of the Community Education Officer. The rest of the salary was made up from funds raised by community education courses.

In 1982 the College did not provide these funds. From July 1982, they have provided a member of the academic staff (0.5 time) as the Community Education Officer from the four Campuses, Burwood, Rusden, Toorak, and Armadale.

The College has provided a substantial subsidy by providing and maintaining the Centre and all its facilities, without charge, since 1975. It also provided the services of five members of the College staff who work as members of the Management Committee.

There are plans to provide two members of the academic staff (0.5 time each) to assist in the Continuing Education Program on the Rusden and Toorak Campuses.

SUPPORT BY THE VICTORIAN EDUCATION DEPARTMENT

The Victorian Education Department has seconded a teacher to our Centre, on a full-time basis, to act as our In-Service Education Officer. The first full-time officer was appointed in 1981. A new officer was appointed for 1982.

SUPPORT BY THE REGIONAL IN-SERVICE EDUCATION COMMITTEE

In 1978 the Education Centre was officially recognised as a Teachers' Centre by the Regional In-Service Education Committee. This recognition was a necessary pre-requisite to the appointment of our In-Service Education Officer by the Education Department.

The Regional Committee provided funds for the In-Service Education Programs initiated by our In-Service Education Officer. It also provided the services of typists, paid by the Regional Committee on a casual basis, to service these courses.

SUPPORT BY THE COMMONWEALTH EMPLOYMENT SERVICE

In 1981 and 1982 the Commonwealth Employment Service provided a typist/clerk to work in the centre. The typist was provided under the Special Youth Employment Training Scheme. In return of providing employment we provided a wide range of employment activities, including, typing, filing, word processing, switchboard operating, reception and catering.

SUPPORT FROM FUND-RAISING ACTIVITIES

In 1981 the Community Education Officer ran from ten to twenty courses. The fees enabled us to pay the lecturers in the courses, additional salary and travel allowances for the

Community Education Officer, advertising and new equipment.

MEMBERSHIP AND RESPONSIBILITIES OF THE MANAGEMENT COMMITTEE

An elected Management Committee, consisting of College staff, teachers and community representatives, governs the policy and direction of the Centre. An Executive Committee consists of the Chairman, the In-Service Education Officer (both ex-officio), two college members and two non-college members of the Management Committee.

The Management Committee meets monthly and the executive meets two weeks before each of these meetings.

IN-SERVICE EDUCATION IN THE CENTRE

Many and varied in-service education activities are presented and organised by the Centre. Some idea of the range of activities and groups may be seen from the following sample.

CURRICULUM DAY, BENNETTSWOOD PRIMARY SCHOOL

Two day program for all school staff.

GIFTED CHILDREN'S CONFERENCE

80 people in a three day conference.

MUSIC MODERATION MEETING

65 people for one day.

MENTAL RETARDATION SERVICES WORKSHOP

30 people in a full day workshop.

AVILA COLLEGE, CURRICULUM DAY

70 people for a full-day conference.

COPYRIGHT SEMINAR

100 people attended the one day seminar for secondary, primary and technical teachers.

PRACTICAL ISSUES IN PRIMARY CHILDREN'S WRITTEN EXPRESSION

25 teachers attended the two day workshop.

TEAC SEMINAR

TRANSITION EDUCATION ADVISORY COMMITTEE ran a one day conference for 60 people.

LITERATURE AND THE READING CHILD

27 parents attended this one day seminar.

COMPUTER EDUCATION

15 teachers attended a one day school-based course on the use of the Sandy computer at Kingswood College.

TRANSITION FROM TALKING TO READING

30 parents attended a one day program.

SCIENCE ACTIVITIES FOR PRIMARY SCHOOL

148 primary teachers attended a 28 week course on science activities in the primary school. These were conducted by the Science Department in the Burwood Science building.

USING CHILDREN'S LITERATURE IN THE PRIMARY CLASSROOM

30 primary teachers took part in a three day workshop.

HEALTH EDUCATION: CURRICULUM DEVELOPMENT

25 teachers attended a fifteen week program.

ASPECTS OF STUDENT SUPERVISION

160 primary teachers attended three seminars.

SCHOOL COUNCIL ADMINSTRATION SEMINAR'S

120 School Council members attended three seminars.

RECORDER FOR TEACHERS

15 primary teachers took the six week course.

PARENTS AND MATHS

25 parents attended five workshops.

CERTIFICATE OF AURAL REHABILITATION

An award course, the Certificate of Aural Rehabilitation is conducted on a regular basis in the Centre. The students receive a certificate recognising their skill in working with deaf people.

CO-ORDINATING THE LANGUAGE ARTS PROGRAMS

Groups of primary school co-ordinators attended four workshops.

APPLIED BIO-MECHANICS

15 secondary teachers attended eight sessions.

GROUPS USING THE CENTRE AND ITS FACILITIES

The Centre provides facilities, equipment and catering for a wide range of community, public and education organisations.

COMMUNITY ORGANISATIONS

APEX CLUB

The club runs seminars twice a year for about 85 people using the College Cafeteria and two floors of discussion rooms for planning sessions.

AUSOM

The APPLE USERS' SOCIETY OF MELBOURNE meets monthly in the Centre. People interested in the Apple II microcomputer can join like-minded people exploring the delights of this popular computer.

MICROM

The MICROCOMPUTER SOCIETY OF MELBOURNE is a microcomputer users' group which meets monthly in the Centre. In recent meetings the dazzling, new BBC microcomputer, the PROTON, and the OSBORNE 1, were demonstrated to large and enthusiastic audiences.

VICTORIAN SKI RESCUE ASSOCIATION

The VICTORIAN SKI RESCUE ASSOCIATION conducts a program for ski-rescue people for several weeks at the beginning of each snow season.

BLIND AND BRAILLE INSTITUTE

The BLIND AND BRAILLE INSTITUTE is an association of resourceful blind people and teachers of Braille who conduct Braille training seminars.

REALITY THERAPY ASSOCIATION

This group meets regularly to expound an alternative way of improving school discipline and child management. Children are taught to be responsible for their own actions.

DEPARTMENT OF YOUTH, SPORT AND RECREATION

The Department uses the Centre to conduct a variety of seminars.

EDUCATIONAL ORGANISATIONS

VICSSO

The VICTORIAN COUNCIL OF STATE SCHOOLS ORGANISATIONS ran a three day seminar.

CATHOLIC EDUCATION OFFICE

The CATHOLIC EDUCATION OFFICE conducted seminars on the future directions of catholic education in Victoria.

PRIMARY SOCIAL STUDIES ASSOCIATION

PRIMARY SOCIAL STUDIES Consultants conducted a two-day seminar on Social Studies programs.

MUSIC

Music consultants' seminar.

ART

Art consultants' seminar.

PRIMARY PRINCIPALS ASSOCIATION

The PRIMARY PRINCIPALS' ASSOCIATION meets monthly in the Centre.

TEACHER EDUCATION DIVISION: NAURU HOUSE

The TEACHER EDUCATION DIVISION uses the Centre to conduct interviews for prospective student teachers.

HAWTHORN TEACHERS' CENTRE

Hawthorn conducted a ten week course on Leadership for Principals in the Centre.

COUNCIL OF ADULT EDUCATION

The COUNCIL OF ADULT EDUCATION conducts the following classes weekly in the Centre:

English - H.S.C.

Politics - H.S.C.

Legal Studies - H.S.C.

Creative Writing - General

Communications - General.

ALTERNATIVE EDUCATION SOCIETY

Parents, who are interested in educating their children at home, meet regularly to share ideas and methods for this demanding enterprise.

COMMUNITY EDUCATION - BURWOOD

The Community Education Office of Prahran TAFE informed us that enrolments up to 28th June for B.R.C.E.C. Community Education courses were as follows:

Assertivenes Training	3
Crochet	1
Drama	1
Creative Dancing	4
Folk Guitar	0
Bridging the Gap	0
Human Relations	5
Jazz Ballet	3
Advanced Ballet	1
Leadlighting - Beginners	4
Leadlighting - Stage 2	1
Office Procedures	3
Patchwork	2
Pottery - Day	6
Pottery - Evening	6
Shorthand - Day	0
Shorthand - Evening	3
Tiffany Lampshades	5
Weight Control - Day	3
Weight Control - Evening	2

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